PROFESSIONAL DEVELOPMENT SCHEDULE 1997 - **UPDATE**

Course Date(s)	Course Title	Course Code	Instructor(s)	Cost
April 21-22	META 360° Feedback Session Leadership Track	01-09-A052	Mike Dunstan Department of Personnel	\$135
April 21-23	Negotiation External Awareness Track	01-09-A500	Louise Carnachan Judith Edwards <i>Carnachan and Edwards</i> <i>Training Associates</i>	\$175
April 29-30	Meeting Management Leadership Track	01-09-A102	Susan Partnow Partnow Communication Workshops	\$150
May 6-7	Inspiring Employees - Building Morale <i>Team Building Track</i>	01-09-A202	Tena Crosby Fast Track Communications	\$150
May 6-7	Making Effective Decisions as a Public Steward	01-09-A062	Henry D. Kass Marvin T. Brown	\$150
May 13-14	Meeting Management Leadership Track	01-09-A102	Margaret Winch Todd Jamieson <i>Communication Resources</i>	\$150
May 14-16 Yakima	Tailoring Communications to Different Audiences External Awareness Track	01-09-A502	JoAnn Nai-chi nai-chi & associates, inc.	\$175
May 20	Instituting Performance & Outcome Measures Monitoring & Evaluating Track	01-09-A600	Gerry Brodsky Jay Smith <i>Public Knowledge, Inc</i> .	\$125
May 22-23	META 360° Feedback Session Leadership Track	01-09-A052	Mike Dunstan <i>Department of Personnel</i>	\$135
June 2-4	Negotiation External Awareness Track	01-09-A500	Bill Lincoln National Center Associates, Inc.	\$175

Course Date(s)	Course Title	Course Code	Instructor(s)	Cost
June 3 Olympia & Spokane	Mission Possible: Becoming a World-Class Organization While There's Still Time (Special Satellite Downlink Session)	01-09-A020	Dr. Ken Blanchard	\$ 45
June 9-11	Tailoring Communications to Different Audiences External Awareness Track	01-09-A502	JoAnn Nai-che nai-che & associates, inc.	\$175
June 12	Strategic Planning: Creating/ Implementing the Organiza- tional Mission and Vision	01-09-A072	Roberto Reyes-Colón	\$125
June 16-17	META 360° Feedback Session Leadership Track	01-09-A052	Mike Dunstan Department of Personnel	\$135
June 19-20	Innovative Approaches to Program Planning and Evaluation	01-09-A071	C.H. William Benjamin	\$150
June 24-26	Understanding Budget Planning and the Budget Process Budgeting/ Financial Track	01-09-A400	Len McComb Denny Heck <i>Two Medicine Communications</i>	\$175
June 25-27 Spokane	Understanding Budget Planning and the Budget Process Budget/Financial Track	01-09-A400	Stan Finkelstein Dick Thompson	\$175

Course Time: 8:00 a.m. - 5:00 p.m. (subject to change)

Location: All courses will be held in the Olympia/Lacey area.

Audience: WMS Managers; managers in exempt appointments and from higher education systems

are also eligible to participate in training on a seat-available basis.

Course Fee: The fee is charged back to agencies through the interagency training charge-back

process.

Registration: All courses are currently open for registration.

Registration requests should be sent to your agency registration representative. If you have questions about registration, need a sign language interpreter, or require other special assistance, please contact your agency training representative.

Cancellations/

Substitutions: If you are unable to attend, please contact your agency registration representative immediately to arrange for a substitute. All substitutions are the responsibility of the agency. No-shows and cancellations without a substitute are assessed the maximum cancellation fee of \$300.

> Training offices are responsible for transferring the registration confirmation letter and pre-course materials to the new participant.